

07 APR 1987

MEMORANDUM FOR: Chief, Information Management Support Staff, OL

FOR:

Chief, Security Staff, OL

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SUBJECT: Second Quarter Significant Activities

1. The following represents Security Staff's, Office of Logistics (SS/OL) significant activities for the second quarter of the fiscal year.

✓ The FOCI Program

- Devised new forms which facilitate coordination between components on FOCI matters.
- Published a LIN describing FOCI procedures.
- Presented FOCI briefings at COTR training courses.

✓ Security Awareness Program

- Completed half of the security awareness briefings for all OL Personnel.

SS Presentation at the OL Orientation Course

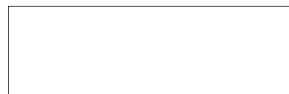
- Expanded the presentation to include counterintelligence and counterterrorism topics.
- Provided Security Education Group, Office of Security (SEG/OS) with a description of the content and color schemes for slides to be used during the OL orientation.

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The Industrial Security Program

- Distributed copies of the revised Industrial Security Manual.

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SUBJECT: Second Quarter Significant Activities

- Instituted a feasibility study to determine if SS/OL SECOND Data System can interface with OS's security data base to track clearance processing.



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9 MAR 1987

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MEMORANDUM FOR: Chief, New Building Project Office, OL
Chief, Personnel & Training Staff, OL
Chief, Procurement Management Staff, OL
Chief, Security Staff, OL 25X1 25X1
Chief, Facilities Management Division, OL
Chief, Printing & Photography Division, OL
Chief, Procurement Division, OL
Chief, Real Estate & Construction Division, OL
Chief, Supply Division, OL 25X1

FROM: [redacted]
Chief, Information & Management Support Staff, OL

SUBJECT: Reminder of Current and Upcoming Planning
Requirements [redacted] 25X1

REFERENCE: FY 87 OL Planning Calendar and Planning Guide

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1. This is to remind you that updated milestone charts, as of the end of the 2nd Quarter, for all your FY-87 Directorate- and Office-level objectives are due in IMSS by 31 March 1987. In addition, you should be prepared to brief the Director of Logistics (D/L) on all of your objectives at the first biweekly following the end of the quarter. [redacted]

2. Please type at the bottom of each milestone chart a brief description of activity on the objective during 2nd Quarter FY 87, noting those that have been completed, those that are on schedule, and those that are not on schedule, with a description of problems and proposed solutions for the latter. [redacted]

3. The OL Conference will be held at [redacted] on 4 and 5 May 1987. There will be a kickoff to the conference at 10 a.m. on 1 May in the Headquarters Auditorium. At that time, the D/L wants to distribute a brochure similar to the one handed out last year, reviewing OL activities since the last conference. Therefore, please submit to IMSS by 20 March a synopsis of your 2nd-Quarter FY 87 significant activities, listed in the order of their importance, along with any appropriate slides you may already have. This will enable us to submit to OL/P&PD material for the period from April 1986 to April 1987 to be printed in time for the kickoff on 1 May. We'll also use some of this material for the "Overview" at the OL Quarterly in late May and will have slides made in time for the "Dry Run." [redacted]

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SUBJECT: Reminder of Current and Upcoming Planning Requirements

4. As in the past, individual presentations will precede the "Overview." The D/L wants talks on subjects that will be educational and will help logisticians to do their jobs better.

So that we can recommend other interesting and timely agenda topics for the D/L's approval, please call no later than 31 March--earlier if possible--with suggested topics and speakers.

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SUBJECT: Reminder of Current and Upcoming Planning Requirements

Distribution:

- 1 - Each Addressee
- 1 - C/B&FB/OL
- 1 - OL/IMSS Official
- 6 - OL/IMSS (w/milestone charts)
- 1 - OL/IMSS Chrono
- 1 - OL Reader

OL/IMSS (9 Mar 87)

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